PROCONTROL®

ProxerSafe Smart and Box

RFID-technology based indoor safety key and value storage cabinets with touchscreen operated built-in computer

User Guide

Version 2.4
Date: December 2017

PROCONTROL ELECTRONICS LTD
www.procontrol.hu

Table of Contents

Welcome

Thank you for choosing a Procontrol product.

Procontrol Electronics Ltd has grown to an important national company of developing and manufacturing software, hardware, electronic devices, access control, worktime and attendance systems, queue management and access protection systems since 1981.

Thousands of satisfied customers have experienced the security ensured by our long time period planning, reliable work, and the world trademarks standing behind us. Our qualified staff does its best to satisfy your requirements in electrical development.

Please visit our website: www.procontrol.hu

Trademarks

ProxerGate®   **ProxerPort®**
ProxerNet®   **ProxerLock®**
HI-GUARD®   **HI-CALL®**
Medi-Call®   **Pani-Call®**
Proxer®

IP Thermo®   **IP Stecker®**
RTLS®   **RHS®**
ProxerStecker®   **KeySafe®**

Safety Regulations

Please read this guide before installing and using the device. Please use the device properly and as described in the following manual.

The guarantee is insured only if the device is used with the implements approved or specified by the manufacturer, and it is cleaned and maintained as described in this guide.

The authors are NOT liable for any claim, damages or other liability out of:

- using not the proper way
- incorrect installation
- connecting to inappropriate electronic network
- incorrect maintenance
- not approved modifications, interventions
- using non-original elements
- using with implements not approved or specified by the manufacturer
- Do not store and operate the device out of the given temperature ranges, it can lead to malfunction
- Do not try to modify or dismount any part of the device
- Do not allow this product to come into contact with water or other liquids.
- Do not store the device close to a heat source or direct flame, because the device may explode.
- Use the device only the proper way as described in the guide.
- Use the equipment only for the purpose it has been designed for.

Delivery
Take care of shipping gently, avoid tipping and prevent screen from damaging.

Safety
Use the power supply provided by manufacturer for the device.

Attention! The device should be connected only into a grounded outlet on a protective relay equipped network.

To avoid fire and electrical shock:
Take care of nobody pushes trash, gums and stuff in the slots of the device.
Do not install attachments and accessories that are not designed to this device.

At installation
At the back of the device are heat deflector slots. Do not close these slots, that may cause malfunction in the device and that may effects fire.

Cleaning
Power down the device before cleaning the displays and sensor. Use wet rag. Do not use aerosol spray on the displays.
Do not use sandpaper to clean the metal parts. Use the special metal cleaner which is recommended by Procontrol. Do not use other metal cleaners. Use soft rag and neutral dish soap, if special metal cleaner is not available.

General rights and responsibilities
Procontrol Ltd. has the exclusive right for producing the device.

Procontrol Electronics Ltd. reserves the right to modify this documentation and software without notice.

In no event shall Procontrol Ltd. be liable for any claim, damages or other liability out of or in connection with the usage of the device.

General Features

The ProxerSafe system has been created to keep keys, devices, instruments or documents safe, and manage them in a supervised, authorized and online traceable way.

If the task is to keep keys safe, then the safety key cabinet is the best choice. The keyring plugs can hold smaller objects too, – laced on the keyring – like RF controllers, remote controls.

If tools, documents, mobile devices, valuables are to be kept safe, then the storage boxes with separate doors mean a good solution.

Cabinets including key holder plugs AND drawers are also available.

ProxerSafe can be opened only with personal RFID proximity card (transponder) or/and with a PIN code.

By default, the safety cabinet identifies the person and the key as well. This way services based on the identification of the keys can be offered, like finding a key, booking a key, attachment of a key, alarm set for not returned keys, person cannot leave the building till returning the key, etc. The safety key cabinet with RFID key plugs is able to register the set of keys and keep and register smaller objects latched on the keyring. The vandal-proof keyring prevents unauthorized access.

More cabinets can be connected to a single data cable, monitored and managed with a ProxerNet KeySafe Management Software (a Windows application running on a PC), and it can be integrated into a building management system as well.

ProxerSafe Smart, Drawer and Box cabinets have touchscreen operated built-in PC, which ensures independent operation, uninterrupted offline operation even in case of network outage.

Properties

- Smart safety cabinet for keeping keys safe, and manage them in a supervised, authorized and online traceable way OR Smart safety cabinet for keeping keys, devices, instruments or documents safe, and manage them in a supervised, authorized and online traceable way.

- Electromechanically bolt locked metal door (at ProxerSafe Drawers and Boxes no outer cabinet door is needed)

- RFID proximity key holder plugs (at ProxerSafe Smart key cabinets)

- Identifies key (if key cabinet) and person

- The cabinet door can be opened only with an authorized RFID card/ tag (The Client's existing cards can be set too)

- Online-offline communication is possible (cabinet can be managed from the built-in, touchscreen operated PC, standing alone and/or from ProxerNet software KeySafe module running on a remote computer)

- Touchscreen operated built-in industrial PC
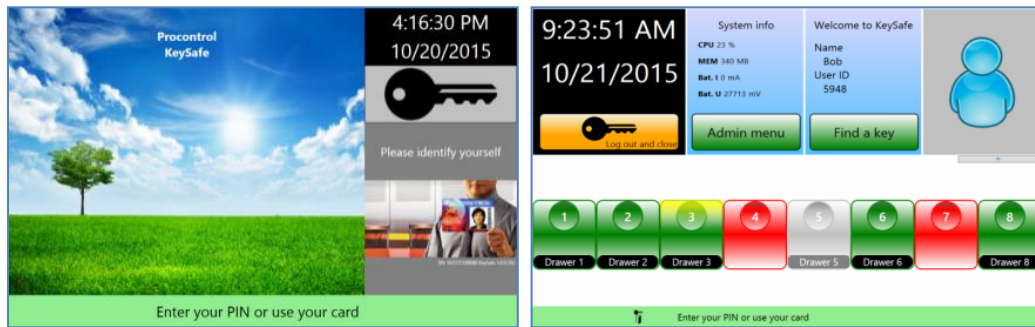
- With admin rights access rights can be added, modified via the touchscreen.

- Rights management from a distance, via Internet

- Logs and booking information can be checked on the touchscreen

- Logs can be checked via PC as well

- Logged events: who opened the cabinet, when, which key he has taken, etc.

- Finding a key service at cabinets with RFID key holder plugs

- Authority can be given and withdrawn by key holder plugs

- Economic indoor design: powder-coated steel cabinet in RAL7035 colour

- Wall-mounted format

- Uninterrupted power supply

- Power supply 12V (12V/230V power supply is included)

- Numbered key plugs, drawers, boxes

- Available languages: Hungarian, English, Finnish, Swedish, Arabic

Options

- Offline operation only: cabinet can be managed from the built-in, touchscreen operated PC, in stand-alone mode

- Online version: without the built-in computer, cabinet can be managed by ProxerNet software KeySafe module, running on a remote computer

- At identification name and (at request) photo is shown on the screen

- Wi-Fi connection besides the default Ethernet interface

- Key-holder plugs, distinct types and sizes of boxes can be combined in one cabinet

- Safety glass door instead of the metal door

- Vandal-proof keyrings

PROCONTROL ELECTRONICS LTD
www.procontrol.hu

- Direction of door opening can be changed per request.

- Email notification on key traffic.

- Alarm (email or sound) can be triggered at keys not returned in a specific time.

- Built-in charger in ProxerSafe boxes according to Client's need

- Key holder plugs can be integrated into boxes

For outdoor usage KeySafe Lock products are suggested.

.

ProxerSafe system components

- ProxerSafe Smart: wall-mounted safety key cabinet, powder coated steel housing/ ProxerSafe Drawer and Box safety value-storage cabinet, powder coated housing

- Touchscreen operated built-in PC

- Built-in safety RFID magnet lock

- Built-in identifier: RFID key-holder plugs for each key individually – at ProxerSafe Smart cabinets

- Built-in LEDs to show the "closed / opened" status

- PIN pad (on the touchscreen)

- KeySafe module of ProxerNet building monitoring software (Windows application running on (remote) PC). Keys can be managed remotely by using ProxerNet KeySafe module, and via the software it can be integrated into a Building Management system. The module can be also easily combined with ProxerNet Access Control module and Worktime and Attendance module, e.g. the system does not give a free pass out till the user puts back the key.

For more information on ProxerNet Building Management software please check our homepage.

Types

ProxerSafe Smart (PSS-x) – key cabinets with RFID key holder plugs for hospitals, hotels, homes, hospitals; indoor design with galvanized steel, RAL7035 powder coated housing, with 8-24 key positions (up to 56 key positions with auxiliary cabinet).

ProxerSafe Smart 8 – RFID-technology based safety key cabinet with 8 key positions and 8 key holder plugs, with touchscreen operated built-in industrial PC

ProxerSafe Smart 16 – RFID-technology based safety key cabinet with 16 key positions and 16 key holder plugs, with touchscreen operated built-in industrial PC

ProxerSafe Smart 24 – RFID-technology based safety key cabinet with 24 key positions and 24 key holder plugs, with touchscreen operated built-in industrial PC

ProxerSafe Smart 8/16 – RFID-technology based safety key cabinet with 8 key positions and key holder plugs, can be extended to 16, with touchscreen operated built-in industrial PC

ProxerSafe Smart 16/24 – RFID-technology based safety key cabinet with 16 key positions and 16 key holder plugs, can be extended to 24, with touchscreen operated built-in industrial PC

ProxerSafe Box (PSB-xx) – cabinets in indoor design with galvanized steel, RAL7035 powder coated housing, with boxes and separate doors; with distinct box sizes. String can be made with multiple cabinets.

ProxerSafe Drawer (PSD-xx) – 450mm cubic cabinets in indoor design with galvanized steel, RAL7035 powder coated housing, with drawers; with distinct drawer sizes. String can be made with multiple cabinets.

ProxerSafe Box Rack (PSBR-xx) – storage with boxes and separate doors, in a standard 19" Rack module size; can be built into Rack cabinets and safes.

ProxerSafe Drawer Rack (PSDR-xx) – storage with drawers, in a standard 19" Rack module size; can be built into Rack cabinets and safes.

Operation

ProxerSafe Smart

The cabinet can be opened only with personalized RFID proximity tags or/and PIN code. Each key has a unique RFID identifier that allows key identification and monitoring of key movements. The software logs when a key is taken and returned, and by whom. Authority can be given and withdrawn by key holder plugs. Without such right, the cabinet does not let the person take out any key.

Each key has a plug equipped with RFID transponder. If you return the plug into the right slot, the RFID reader reads the transponder, and it sends the ID to the PC software. In case of a closing command a latch locks into the notch of the plug, preventing the repeated pulling out.

- The module's own RFID reader reads the available RFID IDs and sends them to the PC Software.

- When users identify themselves, the cabinet starts to investigate, whether the user has right to take one or more keys or open any drawer.

- If the person has sufficient rights, the cabinet door will open and the device automatically unlocks the keys, drawers for which the person has rights. Should the door be closed again, all slots will be locked. The PC software records all events, since it is possible to monitor and control the key movements, drawer openings.

The intelligent modules containing eight key positions are connected to an RS485 network inside the cabinet. This network is connected via Ethernet to the cabinet's management software running on external PC. The RFID reader, the other storage units, the cabinet door locks and the door state sensors are also connected to the same RS485 network.

ProxerSafe Box (Rack)

The cabinet can be opened only with personalized RFID proximity tags or/and PIN code. Each box has a unique RFID identifier that allows identification and monitoring of events. The software logs when a box is opened, and by whom. Authority can be given and withdrawn by boxes. Without such right, the cabinet does not let the person open any box.

Each box has a lock equipped with RFID transponder. Opening and closing the box, it sends the ID to the PC software. Repeated pulling out is prevented (can be set).

- The module's own RFID reader reads the available RFID IDs and sends them to the PC Software.

- When users identify themselves, the cabinet starts to investigate, whether the user has right to open one or more drawers, boxes.

- If the person has sufficient rights, the cabinet shows the boxes (green signs and leds) for which the person has rights. The drawer/ box to be opened can be chosen on the touchscreen

- The PC software records all events, since it is possible to monitor and control the box openings.

The intelligent modules containing a given number of boxes (depending on the box size) are connected to an RS485 network inside the cabinet. This network is connected via Ethernet to the cabinet's management

software running on external PC. The RFID reader, the other storage units, the locks and the state sensors are also connected to the same RS485 network.

Rights for removing keys, opening a box, drawer

More than one key-ID/ drawer/ box ID can be assigned to one person. The right to remove a key, open a box can be given for keys, boxes one by one.

Key identification

The cabinet recognizes which key is located in which position. Data that who and when used the cabinet and which keys the user removed or returned are saved in the event log. If a user takes or puts back more than one keys, the system will know the key holder ID numbers of all of them.

The device checks by default if the key has been put back to its original position. Keys switched are indicated, but the system allows putting the key into another slot, and logs the event. Sound signal can be turned on to indicate when keys are put back not in the right position. Key position identification function can be switched off, but it enables "Find the key" function.

Multi-level security

Authorization check

The cabinet knows already at the time of PIN code or card identification whether the person has authorization for a key/ drawer/ box and which keys he/ she is allowed to remove or drawers/ boxes to open. The authorization check at ProxerSafe Smart cabinets has two levels: once it examines the rights for opening the cabinet door, then it checks authorization for the single keys.

There are users set in the system with admin (superuser) rights, having all access and modification rights related to users, keys and system properties.

Sabotage protection

The system can send alert if an unauthorized person tries to remove a key or open a box. It can also give a warning beep if a user puts the key into an incorrect position.

The device checks by default if the key has been put back to its original position. Keys switched are indicated, but the system allows putting in the key to another slot, and logs the event. Sound signal can be turned on.

Deliberate exchange of keys on key holder plugs (with RFID transponder) can be prevented by using vandal-proof key rings.

Alarm functions

- The key has been removed violently from a locked position (alarm out)

- The door was left open for too long: successful identification, keys have been removed, but the door remained open (alarm out, timeout in 60 sec, alarm signal after 120 sec)

- The key was out too long, the person forgot to bring it back (timeout, alarm message after 24 hours)

- Incoming external alarm (alarm inputs): there is fire or emergency situation, the key cabinet will be completely unlocked, but it records all key removals and events

- End of incoming external alarm (alarm inputs): Key cabinet will be locked again but if the door is still open, "door was left open" alarm type will be active.

- Optionally: If someone fails to login within a time interval more than 3 or 5 times, it is taken as unauthorized access and the cabinet sends an alarm notification and an email to the administrator (if suitable network connection is available).

- Optionally: The cabinet has been removed from the wall (option can be ordered, tamper switch is installed in the cabinet)

To set the alarm in-, and alarm out signals, please consult Procontrol. Sending e-mail alerts can be set in the ProxerNet software KeySafe module and it needs network connection and SMTP configuration.

Power outage mode

The ProxerSafe cabinets have their own UPS. In case of power outage, the ProxerSafe switch to power outage mode and it still operates and communicates for 4 hours.

In case of power failure, first the key module LEDs go out and the brightness of the screen reduces; at the end the screen completely darkens. The PIN keypad flashes in every 10 seconds to show that the device can be used. The cabinet can be woken up by using a card. Login after wake up is possible as usual.

During power outage mode the key LEDs light only at use. The key modules check the keys in every 10 seconds, so changes in key locations, removal, placing back are shown with some delay. Changes are followed up more slowly on the screen as well. After the time set the screen goes dark again if there is no activity.

The time while the cabinet is awake, the screen brightness decrease time and the time when the cabinet goes sleep can be set. For further information and setting possibility see the administrator guide.

When the power is restored, every device restore into normal mode, even if the power supply unit has run down.

User interface/ Cabinet software

Cabinet management software can be split into two parts:

- software running on the cabinet's built-in computer: **KCS**
- software running on the external management computer in the network (ProxerNet software KeySafe Module): **KMS**

They have different functionalities. In this document only KCS is discussed.

User levels

There are two user types in KCS:

1. Key user
2. Superuser/ Admin

The difference between the key user and the superuser is in their rights.

User rights

Key user has rights to login, select, pick up and return keys/ open drawers or boxes.

Superuser is authorized to login, select, pick up and return keys/ open boxes and drawers, and also for basic management functions.
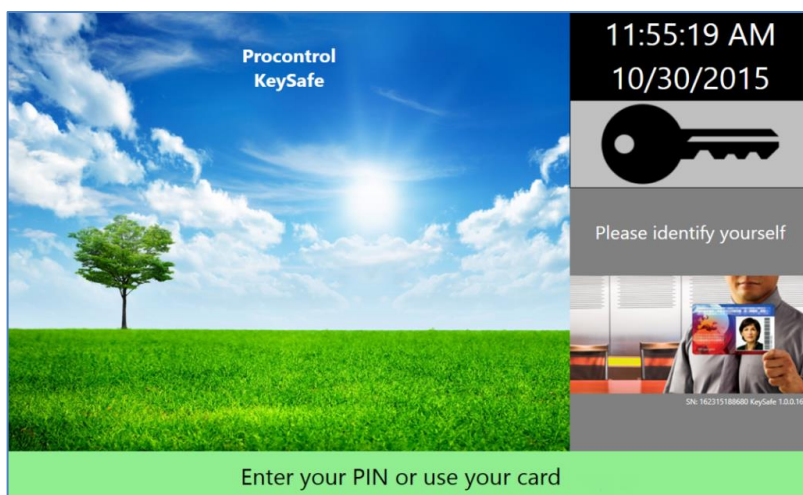
The Admin menu is displayed only for Superusers/ Admins in KCS.

Functions of the KeySafe Cabinet Software (KCS) for key users

Detailed management functions are available only in external cabinet management software, ProxerNet software KeySafe module.

The main screen of the KCS software looks like:

The actual time and date are displayed in the upper right corner of the screen.

On the main screen you can see the serial number (SN) of the device. You can see the actual software version too.

Three kinds of symbols can be seen there in the bottom left corner of the screen:

|	
	Empty: in this case all connections are OK
⚙	Gear: no connection to hardware
🔌	Connector plug: no connection to Hardware Server
🔔	Bell: tamper or fire alarm

Select Language

The language of the software is English by default. In order to select other available languages (Hungarian, Swedish Finnish or Arabic) please consult the Admin Guide. At request other translations can be available.
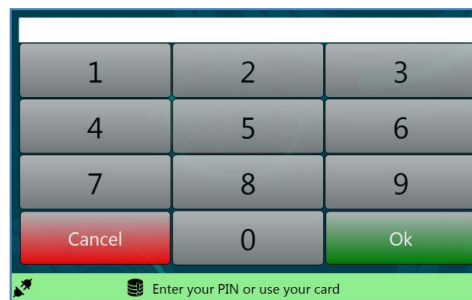
Login

Login using card

Place your card close to the card reader on the top of the cabinet. In case the card is not valid, KCS will display an orange screen with "Not authorized" note. It means the login has failed.
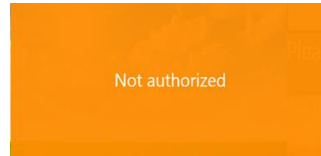
Login using PIN code

If you would like to login to KCS using PIN code, tap the screen, enter your PIN code and press the OK button. Having mistyped a number, you can restart adding the PIN with Cancel.

In case of a not valid PIN code, KCS displays an orange screen with "Not authorized" warning. It means the login has failed.

Login with combination of card and PIN code

Place your card close to the card reader on the top of the cabinet, then enter your PIN code on the screen. The order can be changed (so first typing the PIN then using the card), but both PIN code and card must be valid and authorized for a successful login.

Software displays on screen for which authentication it is still waiting.
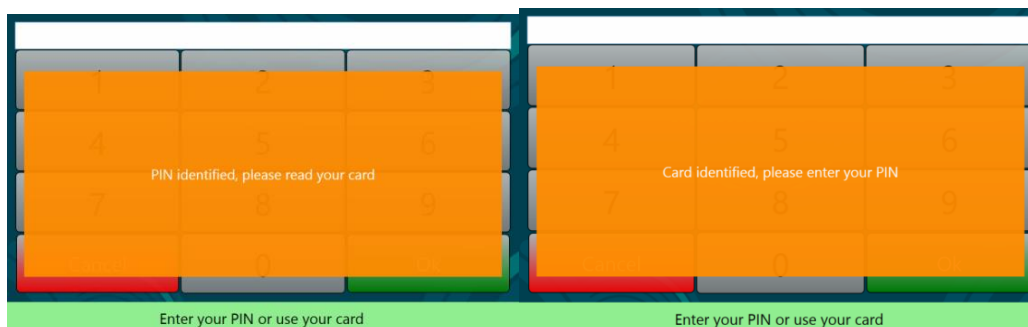
In case of an unsuccessful login door keeps closed, do not try to force it open.

Login with fingerprint

In case biometric identification is needed, the cabinet can be ordered with fingerprint reader as well (optional).

Key management, box management

Key map

After a successful login KCS highlights the keys/ drawers/ boxes available for the user logged in on the screen, and also shows their location. The larger squares represent the drawers (at PSS-xK-yB, PSD, PSB, PSDR and PSBR).
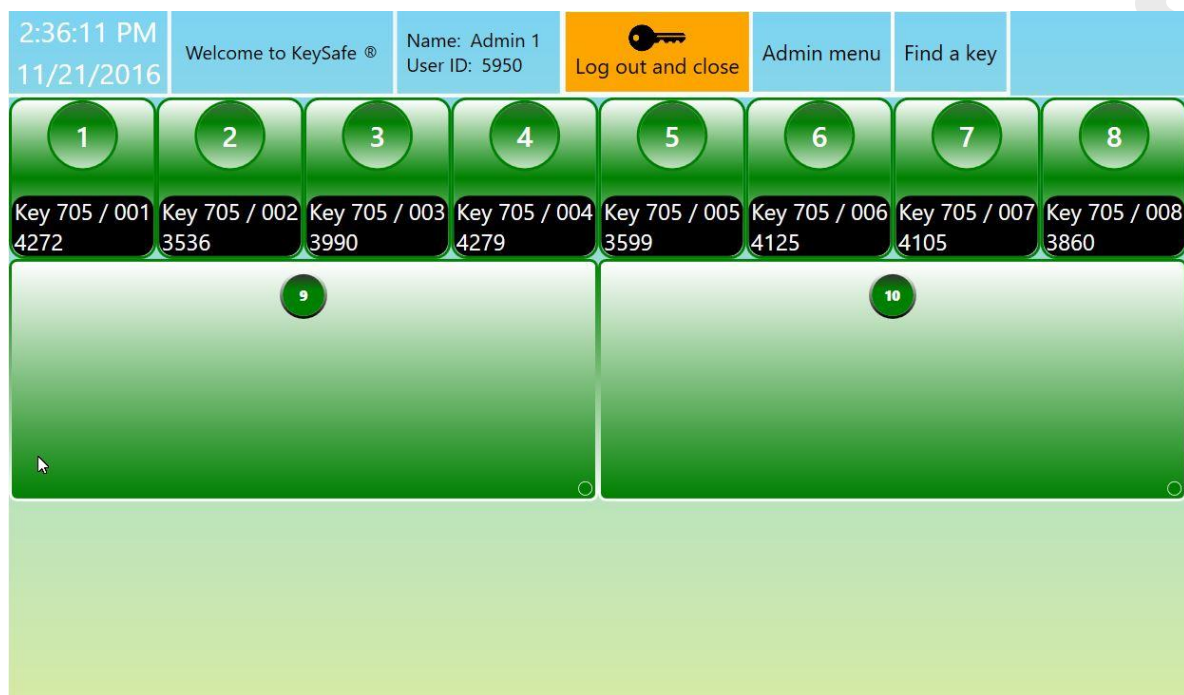
- The **green** rectangles mark the keys/ drawers available for the user logged in.

- If keys are reserved, the software shows them in **orange** rectangles.

- The **grey** rectangle means that key has been picked up by another user, who also has rights for this key. It may also mark drawers, boxes left open.

- The **red** rectangle means the user has no sufficient rights to pick up these keys or open the boxes/drawers.
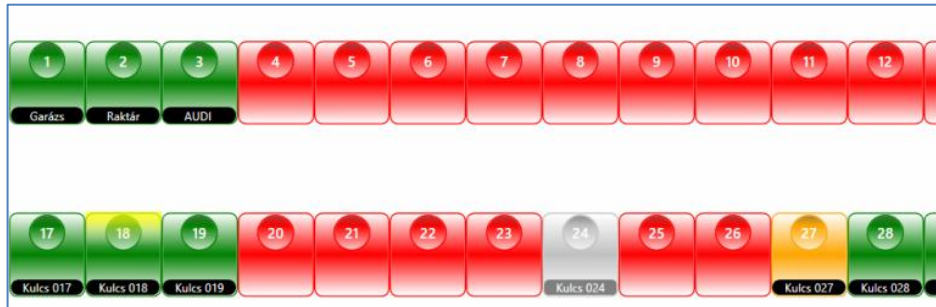
Picking up keys

Baseline: door is closed, all keys are locked and all LEDs are red.

- Sign in with your card and/or PIN code. The built-in terminal checks if you are entitled to use key cabinet. If you have the necessary rights, the cabinet beeps and the lock releases.

- The door opens automatically.

- After logging in, the LEDs turn green on the key positions you are entitled to remove keys from. They can be removed now.

- The event log records the user's identity.

- Not authorized keys stay locked and the LEDs above them are red. The cabinet does not release these keys.

- Take the keys you need and close the door.

At newer types of ProxerSafe Smart the door closes with electromagnetic lock, which is placed in the lower part of the door. Please push this part of the door slightly when closing the door.

The red LED indicates always a locked key, while the green an open one.

If the person has no activity for 90 sec after the door was opened, the opened key slot latches lock again (timeout).

Key positions will also be closed if the user leaves the door open after his/her activity (timeout). The terminal gives a warning message that the door has to be closed.

Close all doors

Opening boxes

At PSB(R) the cabinet has no outer door, only the boxes have their own separate doors.

- Sign in with your card and/or PIN code. The built-in terminal checks if you are entitled to use cabinet. If you have the necessary rights, the cabinet beeps and the lock releases.

- The event log records the user's identity.

- On the touchscreen tap the sign of the box you wish to open (You can open green boxes only. If a box is marked as grey it means that the box was not closed correctly.) The box pops open or can be opened/ pulled out – depending on the design

- After taking in/out you wished, close the door unit of the box and if there is such, close the door as well. There is a click when it closes.

If there is no activity for 90 sec after login, the units will lock again (timeout).

Charging - optional

At ProxerSafe Boxes, where certain or all boxes contain built-in charger, charging of mobile devices, radio devices or workstations becomes possible.

- Sign in with your card and/or PIN code. The built-in terminal checks if you are entitled to use cabinet. If you have the necessary rights, the cabinet beeps and the lock releases (in case there is external door)   .

- The event log records the user's identity.

- On the touchscreen tap the sign of the box you wish to open (You can open green boxes only. If a box is marked as grey, it means that the box was not closed correctly.) The box pops open or can be opened/ pulled out – depending on the design

- Place in the device you wish to charge and plug it into the USB or AC charger as needed. The touchscreen shows the fact of charging, and the logs are saved.
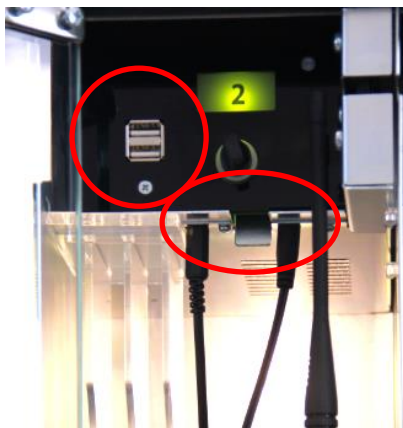
- After placing the device, close the door unit of the box and if there is such, close the outter door as well. There is a click when it closes.

When charging/ storing is not needed anymore, open the box in the above descripted mode, unplug the charger cable and the device, take out the device and close the door(s). These are also shown in the logs.

Returning keys

The LEDs do not light above the empty key slots after logging in.

- Keys can be returned to any empty position, or optionally the system can indicate that key is not at its original place.

- When the user returns a key, the program records the event into the log.

- Key taken can be put back by another person with no rights to remove that key. Log will keep the data of the person who entered the key.

Please note: Keys have to be inserted into the positions till end of travel. Key recognition is acknowledged by a beep sound. The key holder plugs contain magnet, therefore small metal parts can be stuck to them. Please always check if there is no dirt or swarf on them.

Please note: Event logs uses the person's name whose ID card and/or PIN code opened the cabinet. Therefore it is highly recommended that only one person pick up keys at one door opening, and then the door shall be immediately closed.

Returning keys in another key position – mixed-up keys

Key position follow-up and marking mixed-up keys

By default device checks if a key is at its original position. However, as users are authorized per keys not per key positions, keys can be put back into any positions, and later users can pick up keys from the incorrect position as well (if they are authorized for the key itself).

Keys in a wrong position are marked with an icon and key map shows their actual position. This way keys can be found and followed up all the time.

Marking mixed-up keys – switched off

The function of marking mixed-up key positions may be switched off – in this case keys at wrong key positions are not marked on the key map, but shown in the "Find a key" list.

Prohibition of swapping key positions, sound alarm - optional

Prohibiting putting back keys at a wrong position and alarm at putting keys at a wrong position may be set optionally. If a user places a key plug at a wrong position the cabinet "beeps", and the latch immediately releases the key again. The key must be taken out and placed into its original position.

Find key (Where are my keys?)

After a successful login you can see in the Find Key menu where your keys (key positions, key names) are. The background colour of the rows indicates where the keys are. The colour corresponds with the key map colour codes.

- **Orange**: Reserved key. The user's name reserving the key and the reservation time intervals is displayed on the screen.

- **Grey**: Picked up key. The last person's name that has picked up the key and the pick-up date are shown.

- **Green**: Currently available.

- White: Picked up key, which has been returned into another ProxerSafe or KeySafe cabinet. The name of the person having picked up the key, and the place, where the key is now are displayed on the screen.

Press the Back button to return to the login page.

Quick change user mode

System supports the quick change user mode too, which means new user can log in at door kept open. Logging happens correctly, linked to the correct user.

1. User "A" identifies himself/ herself, opens the door and picks up the key. Door remains open.
2. User "B" identifies himself/ herself, takes the key and closes the door.

Functions of the KeySafe Cabinet Software (KCS) for Admin users

Key cards with admin rights

Two key cards are given with the cabinets, which have the rights to unlock all key positions and access the Admin menu. Owners of these cards have the rights to add new users into the system, manage all the keys/ boxes/ drawers and user rights per keys/ boxes/ drawers, set time and read event logs.

User cards can be also requested. These can be used to open the cabinet and certain key slots/ boxes/ drawers, if the rights are given to the card owner, but they have no admin rights.

Back	Admin menu	
Edit	Eventlog
Users	Eventlog
Key rights	
Set clock	

🚪 Select from the menu
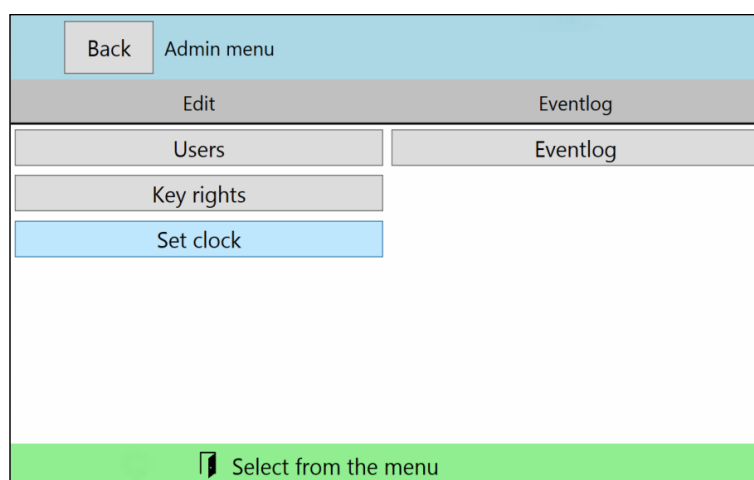
Two Service cards are also issued and handed over with the cabinet. These cards ensure admin rights and access to the Admin Service interface.

Edit users

In the Users menu under the Admin menu you can add new users to the system or you can modify or delete an existing user. Tapping on a username its data are shown on the right.

Add new user

You can add new users by pressing the "Add new" button.

Enter new user's data (ID, name, if user has admin privileges and card number. In the "Pincode" field chosen PIN can be entered; at the "Pincode 2" field the entered PIN is to be confirmed). Then press Save.

Modify a user

When you click on a user name, its data is going to be shown on the right. You can edit those data (a pencil icon appears next to the username), and when ready, tap Save.

PROCONTROL
ELECTRONICS

PROCONTROL ELECTRONICS LTD
www.procontrol.hu

ISO 9001
BUREAU VERITAS
Certification

page 25/ 31

Delete a user

If you would like to remove a user, just select it and press the Delete button (a wastebin icon will appear next to the chosen user name). Then tap the Save button.

5280	Rácz Viktor		
5286	Szegedi Béla	🗑	
5947	Kovács Tünde		
5950	Admin1		
5951	Admin2		
5952	Nagy Géza		

Please note: At deleting a user with admin rights remove first the admin rights and then you can delete the user. Otherwise, the system will not let you delete this user and will display a warning message on the screen.

Edit key rights (box rights)

Edit keys

You can change the name and modify the RFID number of a selected key in Admin menu / Key rights. Choose a key, modify its data and tap Save.

KeySafe box	Key place	Key name	RFID	
Portal	1	Customer service	374772	
Portal	2	Garden	375825	
Portal	3	Garage	377930	
Portal	4	Office	369906	
Portal	5	Dressing-room	379841	
Portal	6	Workshop	380530	
Portal	7	Store-house	374433	
Portal	8	Conference room	375033	
Portal	9	Front-door	422433	
Portal	10	FinancialOffice	422652	
Portal	11	Garage	374750	
Portal	12	Kitchen	422796	
Portal	13	Reception	422639	
Portal	14	KKC789 Lexus	365901	
Portal	15	KSS233 Toyota	365902	
Portal	16	IPO789 Mercedes	371392	

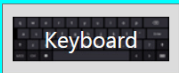**Welcome KeySafe ®** 5/5/2015 9:51:48 AM Key edit   Save   Cancel

Key name   Customer service

RFID   374772

Keyboard

Replacing RFID key holders

To replace a key holder go to Admin Menu/ Key rights and delete the RFID number belonging to the key and then plug in the new key holder into the right place. The RFID number of the new key holder will appear in the text box. Tap Save and start using the new RFID key holder plug.

Assign keys to / revoke key rights from users

In Admin menu / Key rights you can assign key /box/ drawer rights to users or revoke key/ drawer/ box rights from users. You can assign units to/ revoke units from users in this menu point too.

If you click on a user name, a key list will appear on the right side. If you would like to assign a key/ box/ drawer to the user, check the empty checkbox in the Authorized column. If you are to revoke rights from the user, unmark the checkbox. Finally tap the Save button.

Welcome KeySafe ® 4/28/2015 2:31:53 PM Key rights				Save	Cancel

Id	Name		Authorized	Key place	Key name
5280	Rácz Viktor		☑	1	Customer service
5286	Szegedi Béla		☑	2	Garden
5949	HODOR		☑	3	Garage2
5950	D. Molnár Gergely		☐	4	Office
5951	Poppy		☐	5	Dressing-room
5952	Martin		☐	6	Workshop
5955	Lisa		☑	7	Store-house
5956	Bobby		☐	8	Conference room
5957	George		☐	9	Front-door
			☑	10	FinancialOffice
			☑	11	Garage
			☑	12	Kitchen
			☑	13	Reception

Time setting

After successful login, superusers can set time and date.

Time and date can be set in Admin menu/ Set clock menu using "+" and "−" buttons and tapping Set.

Back	Admin menu
Edit	
Users	
Key rights	
Set clock	

Welcome KeySafe ® 4/22/2015 1:47:57 PM Set clock Back

Hour	Minute	Second	Day	Month	Year
+	+	+	+	+	+
1 PM	47	57	22	4	2015
−	−	−	−	−	−

Set

To return to the Admin menu, just tap Back.

Event logs

Check user event log

From Admin / Eventlog menu you can retrieve when and which keys were taken out / returned, which box was opened by whom and any attempt of unauthorized cabinet door opening.

For retrieving events within a specified time interval, just set the From (start date) and To (end date) fields and then tap the Update button. Tap the Back button if you would like to return to the Admin menu.

From: 4/28/2015 [15]	To: 4/28/2015 [15]	Update	Back	Eventlog

Date and time	KeySafe box	Device	Event code	Auth. Type	Name	Key name	Pick up place
4/28/2015 3:41:52 PM	Portal	Portal	(515) door left open	PIN code	Rácz Viktor		
4/28/2015 3:41:52 PM	Portal	Zár	(511) door lock locked u	PIN code	Rácz Viktor		
4/28/2015 3:54:01 PM	Portal	Portal	(502) valid PIN code	PIN code	Rácz Viktor		
4/28/2015 3:54:01 PM	Portal	Zár	(512) door lock opened	PIN code	Rácz Viktor		
4/28/2015 3:54:18 PM	Portal	Portal	(501) valid card reading	Card	D. Molnár Gerg		
4/28/2015 3:54:20 PM	Portal	Zár	(511) door lock locked u	Card	D. Molnár Gerg		
4/28/2015 3:54:32 PM	Portal	Zár	(512) door lock opened	Card	D. Molnár Gerg		
4/28/2015 3:54:57 PM	Portal	Portal	(515) door left open	Card			
4/28/2015 3:55:09 PM	Portal	Portal	(501) valid card reading	Card	D. Molnár Gerg		
4/28/2015 3:55:09 PM	Portal	Zár	(512) door lock opened	Card	D. Molnár Gerg		
4/28/2015 3:55:46 PM	Portal	Kulcsmodul 09-16	(540) pick up key	Card	D. Molnár Gerg	**Garage**	
4/28/2015 3:55:49 PM	Portal	Kulcsmodul 09-16	(542) return key	Card	D. Molnár Gerg	**Garage**	
4/28/2015 3:56:08 PM	Portal	Zár	(511) door lock locked u	Card	D. Molnár Gerg		
4/28/2015 3:56:37 PM	Portal	Portal	(502) valid PIN code	PIN code	Rácz Viktor		
4/28/2015 3:56:38 PM	Portal	Zár	(512) door lock opened	PIN code	Rácz Viktor		
4/28/2015 3:57:44 PM	Portal	Portal	(515) door left open	PIN code	Rácz Viktor		
4/28/2015 3:57:44 PM	Portal	Zár	(511) door lock locked u	PIN code	Rácz Viktor		
4/28/2015 3:58:01 PM	Portal	Portal	(502) valid PIN code	PIN code	Poppy		
4/28/2015 3:58:01 PM	Portal	Zár	(512) door lock opened	PIN code	Poppy		
4/28/2015 3:58:11 PM	Portal	Kulcsmodul 01-08	(540) pick up key	PIN code	Poppy	**Store-house**	
4/28/2015 3:58:17 PM	Portal	Kulcsmodul 09-16	(540) pick up key	PIN code	Poppy	**FinancialOffice**	
4/28/2015 3:58:19 PM	Portal	Kulcsmodul 01-08	(542) return key	PIN code	Poppy	**FinancialOffice**	
4/28/2015 3:58:22 PM	Portal	Kulcsmodul 09-16	(542) return key	PIN code	Poppy	**Store-house**	
4/28/2015 3:58:29 PM	Portal	Zár	(511) door lock locked u	PIN code	Poppy		
4/28/2015 3:58:50 PM	Portal	Portal	(502) valid PIN code	PIN code	Rácz Viktor		
4/28/2015 3:58:50 PM	Portal	Zár	(512) door lock opened	PIN code	Rácz Viktor		

KCS shows the following event details:

- Date and time when the event occurred

- Cabinet

- Device

- Event code

- Authorization Type

- Name (username)

- Key name (Box name, drawer name)

- Pick-up place (location)

Press the column header if you would like to sort the rows by values in this column.

At ProxerSafe Box cabinets with chargers logs also show the charging (USB or AC) as event with start and finish date.

Reminder

Reminder can be set in cases when key has not been returned to its location in a specified time. Setting of a reminder is descripted in the admin guide.

Monitoring – using other functions

If users want to know for which keys/ drawers/ boxes they have rights or check their own or others' event logs, they can ask for log query permission from the administrator. This way the users can check the logs on their own PC via Ethernet connection. More information is available in the ProxerNet software KeySafe module manual.

Technical Support

If you have any questions or need, please feel free to use the contacts below:

Procontrol Electronics Ltd.

www.procontrol.hu

Hardware manufacturer / service centre

E-mail: service at procontrol.hu

H- 6725, Szeged, Cserepes sor 9/b

Hungary

Tel: +36 (62) 444-007

Please send us your enquiries and problems in a detailed written form. Thank you.

PROCONTROL ELECTRONICS LTD
www.procontrol.hu